

Replies to Questions regarding HILAPP Requests for Proposals due April 1, 2014

Distributed March 17, 2014

1. Q: A tenant passed away and left money to the Housing Authority. Would that be eligible for the HILAPP program? Also, because this is not CDBG money can we use the funds for windows, bathrooms and/or kitchen?

A: Yes and yes

2. Q: We passed the first hurdle (CPC approval) in securing \$200K in CPA funds for a specific project at our 667 property. I know in theory that would qualify us for significant funding from the HILAPP, but the Notice suggests awards would be lower. Per a conversation with DHCD I should be trying to shore up the property for the next 20 years, which would require the significant resources. But is the thought that applicants will submit something that matches the theoretical maximum HILAPP award or something much lower?

A: The goal of the program is to invest what is necessary, (and possible to raise locally and leverage through HILAPP), to meet the capital needs of the Eligible Developments to provide safe and sanitary housing for the next twenty years. We recognize that this is a balancing act and that often needs exceed resources. Capital improvement plans should identify and prioritize needs and estimated costs. If the local match does not leverage enough money to cover the full cost of the plan, a phasing and/or priority approach should be presented.

3. Q: I'm putting together the HILAPP application for this. I don't see the requirement for a letter of interest as was the case in the last round. Is it a requirement this time?

A: No, there isn't.

4. Q: One of the projects we are looking at submitting for involves modernizing an exterior handicap ramp that is in poor condition and is out of compliance with current codes and regulations. Can you please confirm for me that this would be an eligible project for the HILAPP funding?

A: Yes, it is eligible. That said, HILAPP is intended to address more comprehensive scopes of work and our evaluation criteria reflects this. Therefore, less comprehensive projects (such as single component ones - a roof, one ramp, one boiler, etc) will earn a lower priority during the evaluation process. However, we understand that match sources may limit scope, and so we will consider any and all applications that propose a viable project with a matching scope. Where possible, the LHA should investigate other sources to bolster the ability to cover more scope.

5. Q: Is there any technical assistance available for filling out the application?

A: No, applications are to be filled out by the housing authority. Technical assistance is only offered to those applicants that present strong proposals and a promising, though perhaps not yet solid, source of leverage funds.

6. Q: Is there anyone who can help me with adjusting the facility inventory data in CPS?

A: In February, March, and April, DHCD has scheduled full-day CPS training sessions. DHCD's Capital Planning Program Director, Rick Brouillard, sent an email notification to all housing authority directors back in February. If you have questions about how to register, please email him at: richard.brouillard@state.ma.us

7. Q: Is there someone who can help me assess my property? I'm not sure how to evaluate the cost to repair some components.

A: During the application phase, DHCD and MHP will not be offering any technical assistance to housing authorities. Applicants who would like technical assistance with evaluating the capital needs in their portfolio should request this desire for help in their cover letter as part of their HILAPP application.